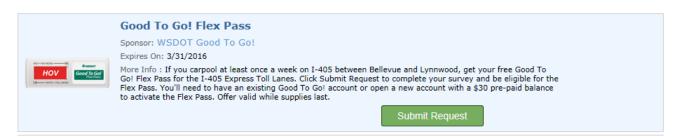


## New RideshareOnline.com customers:

- 1. At the upper left corner of RideshareOnline.com, click on "Sign Up."
- 2. Complete the registration information and click Register.
- 3. Check your email for a message to complete your registration.
- a. Check Junk/Spam folders if you don't see an email in your inbox.
- 4. Confirm your account by clicking on the link in the email.
- 5. Log into <u>RideshareOnline.com</u> with your email address and password.
- 6. Choose what you are here for. If none of these fit your situation, choose "Other purpose".
- 7. Enter Your Home Address and Employer/Institution/Destination. If you are here because of non-work trips, enter one of the places you frequently visit.
- 8. You are taken to the RideshareOnline.com home page.
- 9. Go to **Rewards** on the top navigation bar and click on **Incentive Programs**.
- 10. Find the *Good To Go!* Flex Pass incentive and click **Submit Request**. Note that the incentive may be on Page 2 or 3 of your available incentives.



## 11. Complete the survey to qualify for your free Flex Pass.

Once WSDOT has verified your eligibility, you will receive an email confirmation. You should receive your Flex Pass in the mail within 2-3 weeks.

## Existing RideshareOnline.com customers:

- Log into your account at RideshareOnline.com or the following community programs: On the <u>Move Bellevue</u>, <u>Kirkland Green Trip</u>, <u>Communities in Motion</u>, <u>Curb the Congestion</u>, <u>Go</u> <u>Redmond</u>, and <u>Wheel Options</u>.
- 2. Go to **Rewards** on the top navigation bar and click on **Incentive Programs**.
- 3. Find the *Good To Go!* Flex Pass incentive and click **Submit Request**. Note that it may be on Page 2 or 3 of your available incentives.
- 4. Complete the survey to qualify for your free Flex Pass.

Once WSDOT has verified your eligibility, you will receive an email confirmation. You should receive your Flex Pass in the mail within 2-3 weeks.

If you have questions, email 405carpool@wsdot.wa.gov or call 206-464-1230.